



HAVA NEWS

A special informational bulletin for Michigan election officials on the implementation of the Help America Vote Act of 2002

Michigan Department of State - Terri Lynn Land, Secretary of State

May 17, 2004

Important Note on Voting System Purchase Process For all Counties with Jurisdictions Purchasing New Voting Equipment in 2004

We sent information to you last week regarding the next steps in the voting system purchase process. Your vendor may have already contacted you. Vendors are working diligently to ensure all order forms are completed and returned to the State by this Thursday, **May 20**.

It is imperative that the State receive order forms from all counties, cities, and townships that are purchasing equipment this year by this date. Your vendor may ask you help to coordinate distribution and receipt of these documents with the jurisdictions in your county. Please do all in your power to help your vendor with this task. **Purchase Order will be null and void unless signed order forms are received by May 20 from all jurisdictions that wish to purchase in 2004.**

Please coordinate the method for submitting these forms with your vendor. Forms may be faxed directly to Laura Gyorkos, Department of Management and Budget, Acquisition Services, at (517) 335-0046. Your vendor may prefer to fax all the forms to Laura at one time. Please use a cover sheet with all faxes to direct these forms to Laura. This will speed up the process.

Other Issues:

- Jurisdictions that wish to purchase additional units beyond what the State has agreed to provide, may do so at their own expense, using the prices negotiated by the State. Please use a separate order form for these purchases. Please handle additional purchases after your original order is signed and sent to the State.
- We provided vendors with delivery addresses for counties, cities and townships. If any addresses within your county are incorrect, please contact your vendor at once with the correct delivery addresses.
- The number of precinct tabulators listed on the Purchase Orders was the same number listed on the Grant Agreement and was verified by each city and township. If you believe the number is incorrect, please contact Sherry Barrett at BarrettS1@Michigan.gov.
- Your vendor representative will need to work directly with you to finalize the overall delivery and training plan for your county. Please work with your vendor on a detailed plan that works best for you. Your plan should be flexible enough to meet the needs of your county and the jurisdictions participating in voting system replacement this year.

As always, please contact the Bureau of Elections directly if you have any questions or problems with this process.

Thank you for your assistance.